



DONALD L. WOLFE, Director

COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

"To Enrich Lives Through Effective and Caring Service"

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P.O. BOX 1460
ALHAMBRA, CALIFORNIA 91802-1460

December 5, 2006

IN REPLY PLEASE

REFER TO FILE: **PM-3**

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**CAROLYN ROSAS PARK COMMUNITY FITNESS CENTER ADDITION
ADOPT AND ADVERTISE - SPECS. 6758; C.P. 69480
SUPERVISORIAL DISTRICT 4
3 VOTES**

**JOINT RECOMMENDATION WITH THE CHIEF ADMINISTRATIVE OFFICER AND
THE DIRECTOR OF PARKS AND RECREATION THAT YOUR BOARD:**

1. Adopt plans and specifications for construction of the Carolyn Rosas Park Community Fitness Center Addition project at an estimated \$1,630,450 Construction Contract cost. Instruct the Executive Officer of the Board to advertise for bids to be received and opened on January 3, 2007, in accordance with the Instruction Sheet for Publishing Legal Advertisements (Enclosure B).
2. Authorize the Director of Public Works to execute a Consultant Services Agreement with the apparent lowest responsible bidder to prepare a baseline construction schedule for a \$3,500 not-to-exceed fee funded by existing project funds, and to establish the effective date following Board approval.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approving the recommended actions will allow Public Works to obtain bids for construction of the Carolyn Rosas Park Community Fitness Center Addition project.

The Carolyn Rosas Park Community Fitness Center is located in a neighborhood park in Rowland Heights. Park attendance is estimated at 164,000 visits per year, which supports the community's request for the multipurpose community fitness center addition at the park.

This project consists of constructing a 2,500-square-foot, multipurpose building with an exercise room, snack preparation room, and office. The project also includes an outdoor exercise area of 1,700 square feet, new landscaping, and restriping the parking lot.

The proposed Agreement with the apparent lowest responsible bidder to prepare a baseline construction schedule that conforms to the County's schedule specification is critical to successfully manage construction activities by both the contractor and the County, and a responsible contractor must be able to produce such a construction schedule. Bid specifications provide that if the apparent lowest bidder fails to complete an acceptable schedule, the Director may return to your Board to recommend that the bidder be determined nonresponsible and recommend awarding the Construction Contract to the next lowest bidder, contingent on that bidder completing a baseline schedule, which conforms to the County's specifications.

Implementation of Strategic Plan Goals

These actions meet the County Strategic Plan Goals of Fiscal Responsibility and Children and Families' Well-Being since the project is an investment in public infrastructure and will provide enhanced recreational opportunities to assure good health and social and emotional well-being in the unincorporated area of Rowland Heights.

FISCAL IMPACT/FINANCING

The project funding authorized by your Board is \$1,787,000. The project is currently funded from the 2002 Resources Bond Act (Proposition 40 Frommer) for \$1,687,000 and Park In-Lieu Fees (PPA #10) for \$100,000.

Public Works' independent cost estimate for construction is \$1,630,450. The independent cost estimate reflects recent market increases in construction material costs and results in a potential total project budget cost estimate of \$2,308,400, including Change Order contingency, civic art allocation, inspection, contract administration, project management, consultant services, and jurisdictional fees.

In light of the volatility of the current construction market, we are recommending that your Board defer any approval of the project budget until the bid process has been completed. At that time, we will return to your Board with final recommendations regarding project scope, funding, and award of the Construction Contract.

Operating Budget Impact

Parks and Recreation will work with the Chief Administrative Office to determine the appropriate level of operations and available funding. Based on available project information, Parks and Recreation expects one-time and on-going costs to be incurred in Fiscal Year 2007-08. Parks and Recreation will request the funding as part of its Fiscal Year 2007-08 Annual Budget Request.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

A standard Contract, in the form previously approved by County Counsel, will be used. The standard Board-directed clauses that provide for Contract termination, renegotiation, and hiring qualified displaced County employees will be included in the Contract.

The project specifications contain provisions requiring the contractor to report solicitations of improper consideration by County employees and allowing the County to terminate the Contract if it is found that the contractor offered or gave improper consideration to County employees.

As requested by your Board on August 12, 1997, and as a threshold requirement for consideration of Contract award, bidders will be required to attest their willingness to consider Greater Avenues for Independence Program/General Relief Opportunity for Work participants for future employment.

As required by your Board, language has been incorporated into the project specifications stating that the contractor shall notify its employees, and shall require each subcontractor to notify its employees, about Board Policy 5.135 (Safely Surrendered Baby Law) and that they may be eligible for the Federal Earned Income Credit under the Federal income tax laws.

Bidders will also be required to show full compliance with Los Angeles County Code Chapter 2.200 (Child Support Compliance Program) and Chapter 2.203 (Contractor Employee Jury Service Program).

To ensure that the Contract is awarded to a responsible contractor with a satisfactory history of performance, bidders are required to report violations of the False Claims Act, their civil litigation history, and information regarding prior criminal convictions. The information reported will be considered before making a recommendation to award.

ENVIRONMENTAL DOCUMENTATION

On January 13, 2004, your Board determined the proposed project to be categorically exempt under CEQA in accordance with State CEQA Guidelines.

CONTRACTING PROCESS

Advertising for bids will be in accordance with the County's standard Instruction Sheet for Publishing Legal Advertisements (Enclosure B). Following receipt of bids, we will return to your Board for Construction Contract award.

As requested by your Board on February 3, 1998, this Contract opportunity will be listed on the Doing Business with Us website.

The State Labor Code requires contractors to pay prevailing wage rates to all persons employed on Public Works Contracts.

Public Works has evaluated and determined that the County Code Chapter 2.201 (Living Wage Program) does not apply to this construction Contract as this Contract is for non-Proposition A services.

Participation by Community Business Enterprises (CBEs) in the project is encouraged through Public Works' Capital Projects' CBE Outreach Program and by monitoring the good faith efforts of bidders to utilize CBEs.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The project specifications require the contractor to coordinate its construction schedule with the daily functions and activities of the park facility to minimize disruption of services and to maintain safe public access to the park area during construction.

The Honorable Board of Supervisors
December 5, 2006
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CONCLUSION

Please return one adopted copy of this letter to the CAO (Capital Projects Division), Parks and Recreation, and Public Works.

Respectfully submitted,

DONALD L. WOLFE
Director of Public Works

DAVID E. JANSSEN
Chief Administrative Officer

RUSS GUINEY
Director of Parks and Recreation

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cc: Auditor-Controller
County Counsel
Office of Affirmative Action Compliance
Department of Public Social Services (GAIN/GROW Program)

December 5, 2006

ENCLOSURE A

**CAROLYN ROSAS PARK COMMUNITY FITNESS CENTER ADDITION
ADOPT AND ADVERTISE
SPECS. 6758; C.P. 69480**

I. PROJECT SCHEDULE

Project Activity	Scheduled Completion Date
Project Program	05/9/06*
Design	
Contract Execution	01/24/06*
Construction Document Submittal	08/06/06*
Jurisdictional Approval	11/21/06*
Construction Bid and Award	03/15/07
Construction	
Substantial Completion	10/30/07
Acceptance	11/30/07

* Indicates completed activity

December 5, 2006

ENCLOSURE B

**CAROLYN ROSAS PARK COMMUNITY FITNESS CENTER ADDITION
ADOPT AND ADVERTISE
SPECS. 6758; C.P. 69480**

PUBLISHING LEGAL ADVERTISEMENTS: In accordance with the State of California Public Contract Code Section 20125, you may publish once a week for two weeks in a weekly newspaper or ten times in a daily newspaper. Forward three reprints of this advertisement to Architectural Engineering Division, Department of Public Works, 900 South Fremont Avenue, 8th Floor, Alhambra, California 91803-1331.

**OFFICIAL NOTICE
INVITING BIDS**

Notice is hereby given that the Director of Public Works will receive sealed bids for furnishing, materials, labor, and equipment required to complete construction for the following work:

<u>SD</u>	<u>SPECS</u>	<u>PROJECT</u>	<u>BID DOC. FEE</u>	<u>DATE OF BID OPENING</u>
4	6758	Carolyn Rosas Park Community Fitness Center Addition 18500 East Farjardo Street Rowland Heights, CA 91748	\$25	01/03/07

Copies of the project manual and drawings may be obtained at the Cashier's office, Department of Public Works, 900 South Fremont Avenue, Mezzanine Floor, Alhambra, California 91803, for the fee stated above. For bid information, please call (626) 458-2563. Each bid shall be submitted on the required form, sealed, and filed at the Cashier's office no later than 10:45 a.m. on the date indicated. Bids will be publicly opened, examined, and declared by Public Works at 11 a.m. on this date in Architectural Engineering Division Conference Room, 900 South Fremont Avenue, 8th Floor, Alhambra, California 91803.

Bids must conform to the drawings and project manual and all bidding requirements. This project requires the prime contractor to possess an A or B license classification at the time of bid submittal. The contractor should verify to his/her satisfaction that he/she holds the correct license for this type of project.

PREBID CONFERENCE

The Public Works' Project Management Team will hold a prebid conference at 10 a.m. on December 19, 2006, at the project job site, to provide information on the project, bidding process, and answer any questions that the potential bidders may have. For further directions, please contact Grace Stohs with the Public Works' Project Management Team at (626) 458-5114.

OTHER INSTRUCTIONS

The County supports and encourages equal opportunity contracting. The contractor shall make good faith efforts, as defined in Section 2000 of the Public Contract Code, to contract with Community Business Enterprises.

The Board of Supervisors reserves the right to reject any or all bids or to waive technical errors and discrepancies in bids submitted in the public's interest.

Si necesita información en español, por favor llame al Telefono (626) 458-2563.



Upon 72 hours notice, Public Works can provide program information and publications in alternate formats or make other accommodations for people with disabilities. In addition, program documents are available at our main office in Alhambra (900 South Fremont Avenue), which is accessible to individuals with disabilities. To request accommodations ONLY, or for more ADA information, please contact our departmental ADA Coordinator at (626) 458-4081 or TDD (626) 282-7829, Monday through Thursday, from 7 a.m. to 5:30 p.m.



Con 72 horas de noticia, el Departamento puede proveerle información y publicaciones sobre el programa y formatos alternativos o hacer adaptaciones para incapacitados. Además, documentación sobre el programa está disponible en nuestra oficina principal en Alhambra (900 South Fremont Avenue), la cual es accesible para individuos con incapacidades. Para solicitar adaptaciones SOLAMENTE, o para mas información del ADA, pongase en contacto con nuestro Coordinador del ADA del departamento al (626) 458-4081 o TDD (626) 282-7829, de lunes a jueves de las 7 a.m. a 5:30 p.m.

By order of the Board of Supervisors of the County of Los Angeles, State of California,
dated December 5, 2006.

Specs. 6758

SACHI A. HAMAI, EXECUTIVE OFFICER
OF THE BOARD OF SUPERVISORS
OF THE COUNTY OF LOS ANGELES